

Subject: JULY THROUGH DECEMBER 2014 SCO/PPSD STATEWIDE TRAINING SCHEDULE

PLEASE DO NOT REPLY TO THIS E-MAIL

As indicated in [Personnel Letter # 14-004](#), this provides the July through December 2014 Statewide Training schedule for the State Controller's Office, Personnel/Payroll Services Division's Statewide Training classes.

On, June 4, 2014, the Training Administrator will begin the enrollment process by contacting each agency Training Coordinator in the sequence the Needs Assessment forms were received. ***DO NOT SEND A REPLY TO THIS MESSAGE WITH THE DATES THAT YOU WANT FOR YOUR AGENCY TO ATTEND.*** We appreciate your patience, and advise that this is a long process, and not everybody will be contacted in the first few days.

Refer to the State Controller's Office web site for a description of each course and to ensure that all prerequisites are met prior to enrollment. http://sco.ca.gov/ppsd_st_training_program.html

Please note that:

1) Cancellations received more than five (5) working days in advance of the first day of class will be accepted without charge. For each late cancellation or no show, departments will be charged \$100.00.

2) Departments will be charged \$25.00 per trainee for all Statewide Training classes held outside of Sacramento.

THE LOCATIONS AND DATES LISTED BELOW ARE SUBJECT TO CHANGE AND/OR CANCELLATION DUE TO TRAINING SITE AVAILABILITY OR LOW ENROLLMENT LEVELS.

JULY THROUGH DECEMBER 2014 STATEWIDE TRAINING SCHEDULE

Date	Class	Location/Site
9/3-4/14	Advanced Salary Determinations	State Controller's Office
9/24-25/14	Advanced Salary Determinations	State Controller's Office
10/16-17/14	Advanced Salary Determinations	C/SLO (CA Men's Colony)
11/5-6/14	Advanced Salary Determinations	Rancho Cucamonga
11/18-19/14	Advanced Salary Determinations	State Controller's Office
12/2-3/14	Advanced Salary Determinations	State Controller's Office
7/30-31/14	Corrective Actions	State Controller's Office
8/27-28/14	Corrective Actions	State Controller's Office
9/10-11/14	Corrective Actions	State Controller's Office
10/15-16/14	Corrective Actions	C/North Kern State Prison
10/30-31/14	Corrective Actions	State Controller's Office
11/18-19/14	Corrective Actions	C/SLO (CA Men's Colony)
12/2-3/14	Corrective Actions	State Controller's Office
12/9-10/14	Corrective Actions	State Controller's Office
12/11-12/14	Corrective Actions	State Controller's Office
12/16-17/14	Corrective Actions	State Controller's Office

7/10/14	Employment History Overview	State Controller's Office
7/16/14	Employment History Overview	Corcoran State Prison
7/29/14	Employment History Overview	State Controller's Office
8/7/14	Employment History Overview	C/SLO (CA Men's Colony)
8/14/14	Employment History Overview	State Controller's Office
8/26/14	Employment History Overview	State Controller's Office
9/9/14	Employment History Overview	State Controller's Office
9/23/14	Employment History Overview	State Controller's Office
9/30/14	Employment History Overview	State Controller's Office
10/7/14	Employment History Overview	State Controller's Office
10/14/14	Employment History Overview	C/North Kern State Prison
10/21/14	Employment History Overview	State Controller's Office
7/8-10/14	Fundamentals of Payroll	State Controller's Office
7/15-17/14	Fundamentals of Payroll	C/SLO (CA Men's Colony)
7/29-31/14	Fundamentals of Payroll	State Controller's Office
8/5-7/14	Fundamentals of Payroll	State Controller's Office
8/12-14/14	Fundamentals of Payroll	State Controller's Office
8/26-28/14	Fundamentals of Payroll	State Controller's Office
9/2-4/14	Fundamentals of Payroll	State Controller's Office
9/16-18/14	Fundamentals of Payroll	State Controller's Office
10/7-9/14	Fundamentals of Payroll	State Controller's Office
10/14-16/14	Fundamentals of Payroll	Corcoran State Prison
10/28-30/14	Fundamentals of Payroll	State Controller's Office
11/4-6/14	Fundamentals of Payroll	C/Kern Valley State Prison
11/18-20/14	Fundamentals of Payroll	State Controller's Office
12/2-4/14	Fundamentals of Payroll	State Controller's Office
12/9-11/14	Fundamentals of Payroll	Rancho Cucamonga
7/22-24/14	Fundamentals of Personnel	State Controller's Office
8/12-14/14	Fundamentals of Personnel	State Controller's Office
8/19-21/14	Fundamentals of Personnel	State Controller's Office
8/27-29/14	Fundamentals of Personnel	Corcoran State Prison
9/15-17/14	Fundamentals of Personnel	C/SLO (CA Men's Colony)
10/7-9/14	Fundamentals of Personnel	State Controller's Office
10/14-16/14	Fundamentals of Personnel	State Controller's Office
10/21-23/14	Fundamentals of Personnel	State Controller's Office
11/5-7/14	Fundamentals of Personnel	Blythe
8/19-21/14	Introduction to Salary Determinations	C/North Kern State Prison
9/9-11/14	Introduction to Salary Determinations	State Controller's Office
10/1-3/14	Introduction to Salary Determinations	Rancho Cucamonga
10/13-15/14	Introduction to Salary Determinations	C/SLO (CA Men's Colony)
10/21-23/14	Introduction to Salary Determinations	State Controller's Office

9/9-11/14	Non-Industrial Disability Insurance Program	State Controller's Office
9/17-19/14	Non-Industrial Disability Insurance Program	C/SLO (CA Men's Colony)
9/30-10/2/14	Non-Industrial Disability Insurance Program	State Controller's Office
10/28-30/14	Non-Industrial Disability Insurance Program	State Controller's Office
12/3-5/14	Non-Industrial Disability Insurance Program	Corcoran State Prison
12/16-18/14	Non-Industrial Disability Insurance Program	State Controller's Office
7/1-2/14	PAR Documentation	State Controller's Office
7/8-9/14	PAR Documentation	State Controller's Office
7/14-16/14	PAR Documentation	Corcoran State Prison
7/23-24/14	PAR Documentation	State Controller's Office
8/5-6/14	PAR Documentation	C/SLO (CA Men's Colony)
8/12-13/14	PAR Documentation	State Controller's Office
9/3-4/14	PAR Documentation	State Controller's Office
9/24-25/14	PAR Documentation	State Controller's Office
10/1-2/14	PAR Documentation	State Controller's Office
10/8-9/14	PAR Documentation	State Controller's Office
10/22-23/14	PAR Documentation	State Controller's Office
10/28-29/14	PAR Documentation	State Controller's Office
11/4-5/14	PAR Documentation	State Controller's Office
11/12-13/14	PAR Documentation	State Controller's Office
8/27/14	Payroll Input Process (PIP)	State Controller's Office
8/28/14	Payroll Input Process (PIP)	State Controller's Office
10/8/14	Payroll Input Process (PIP)	State Controller's Office
10/9/14	Payroll Input Process (PIP)	State Controller's Office
11/12/14	Payroll Input Process (PIP)	State Controller's Office
11/13/14	Payroll Input Process (PIP)	State Controller's Office
11/20/14	Payroll Input Process (PIP)	State Controller's Office
12/4/14	Payroll Input Process (PIP)	State Controller's Office
9/23-25/14	Workers Compensation Documentation	State Controller's Office
12/1-3/14	Workers Compensation Documentation	Corcoran State Prison
12/9-11/14	Workers Compensation Documentation	State Controller's Office
8/25-26/14	Workers Compensation: The Beginning Steps	Corcoran State Prison
9/3-4/14	Workers Compensation: The Beginning Steps	State Controller's Office
11/3-4/14	Workers Compensation: The Beginning Steps	Blythe
11/12-13/14	Workers Compensation: The Beginning Steps	State Controller's Office
11/19-20/14	Workers Compensation: The Beginning Steps	State Controller's Office